



Foreign Affairs Handbook

4 FAH-1 - Financial Management Handbook

Transmittal Letter: FMH-25

Date: January 30, 2003

4 FAH-1 H-220, H-250, H-280, H-310, H-420, H-430, H-520, H-610 and H-620 UPDATES

MAJOR CHANGES:

1. Revisions since the last update are listed in paragraph 5 below. They appear in ***bold italics*** in the handbook. Other than formal titles, the bold italics will be removed the next time the material is updated. Only current changes will appear in bold italics. Bold italics provide a historical record of changes.

2. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to international broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.

3. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

4. The legal authority and additional reference materials can be found at the following websites:

- Code of Federal Regulations (CFR)—
<http://frwebgate.access.gov/egi-bin/get-cfr>,
- United States Code (U.S.C.)—
<http://www4.law.cornell.edu/uscode>; and
- Office of Personnel Management—
<http://www.opm.gov>

5. The updated subchapters are: H-220, H-230, H-280, H-420, H-430, H-520, and 610

6. **H-220 (6 of 21)**—Add new fund code 193/40113.8

7. **H-250 (5 of 7)**—Add new fund codes 19X6050.1, 6050.2, 6050.3, and 6050.4 for U.S. Savings bonds.
8. **H-280 (8 of 14)**—Add new fund code 19-112/31032E.
9. **H-280 (9 of 14)**—Add new fund 19-723/41037.1.
10. **H-280 (9 of 14)**—Change symbol on 19-723/41037.1 ESF to include S/CT.
11. **H-310 (22 of 50)**—Add Special Allotment 3154 MRV Ottawa, Canada (formerly 3224).
12. **H-310 (22 of 50)**—Add Special allotment 3188 U.S. Mission to ICAO, Montreal, Canada (Formerly 3288).
13. **H-310 (23 of 50)**—Annotate Allotment 3224 “Discontinued as of 1/03). See 3154.
14. **H-310 (23 of 50)**—Annotate Allotment 3288 (Discontinued as of 1/03). See 3188.
15. **H-420 (25 of 71)**—Change organization codes 101230 to 101270 symbols and titles.
16. **H-420 (25 of 71)**—Annotate organization codes 101280 and 101290 “Discontinue as of 11/30/02.”
17. **H-420 (32 of 71)**—Change organization code 150104 symbol and title.
18. **H-420 (42 of 71)**—Add organization code 181160 Procurement Support Division
19. **H-420 (42 of 71)**—Discontinue organization code 182130 Regulations Division as of 1/13/03.
20. **H-420 (42 of 71)**—Establish new organization code 182200 Regulations Office.
21. **H-420 (42 of 71)**—Add organization code 182300 Information Assurance Office.
22. **H-420 (54 of 71)**—Change symbol and title for organization code 222224.
23. **H-430 (6 of 84)**—Change funding code 161 to 154 and funding code 162 to 188.

24. **H-430 (7 of 84)**—Change locator code from 196 DBARS to 194 RFMS.
25. **H-430 (8 of 84)**—Change funding code from 161 to 154 and 162 to 188 (Canada).
26. **H-430 (9 of 84)**—Discontinue funding code 226 as of 1/03 (Ottawa).
27. **H-430 (13 of 84)**—Discontinue funding codes 226 and 224 and locator code 226.
28. **H-430 (29 of 84)**—Add organization code 316008 Winnipeg, Manitoba (Canada).
29. **H-430 (29 of 84)**—Add organization code 316009 St John, Newfoundland (Canada).
30. **H-430 (29 of 84)**—Add organization code 316068 Ottawa Diplomatic Security.
31. **H-430 (34 of 84)**—Discontinue organization code 322681 as of 1/03.
32. **H-430 (35 of 84)**—Discontinue organization codes 322682, 684, 685, 386, 689, 692, 694, 646, 662, 665, 667, and 668 as of 1/03.
33. **H-520 (112 of 126)**—Add function code 7944 Compound Security and Environment Security.
34. **H-520 (120 of 126)**—Add function codes 9628 and 9629.
35. **H-610 (22 of 78)**—Add object classification code 1156, Gain-sharing Program.
36. **H-620 (8 of 10)**—Add Revenue Resource AFEA to 19X8821 Afghan Women's Council.

FILING INSTRUCTIONS (Paper copy only)

1. Remove and destroy Subchapters H-220, H-250, H-280, H-310, H-420, H-430, 520, H-610, and H-620 and replace with the attached subchapters (461 pages).
2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:FMH-25, and initial.

DISTRIBUTION NOTICE

1. The *Foreign Affairs Manual and Handbooks* (unclassified) official version can be found on State Department's Intranet site at <http://arpsdir.a.state.gov>.
2. All posts and offices keeping paper versions of *Foreign Affairs Handbooks* are responsible for maintaining their FAHs on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either retained or returned to A/RPS/DIR if no longer needed. **When returning excess or unused materials include your office/post symbols and inform MMS/PB and your message center if you need to have your distribution reduced** (this generally applies only to time-sensitive paper issuances). A/RPS/MMS/PRD, Room B935, (202) 736-7470, FAX (202) 736-7472, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).
3. Use KFAM and AINF TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to RM/GFS/FMS/FPMC. FPMC may be reached at (202) 261-8654. **(RM/GFS/FMS/FPMC)**